

Exhibit 13
Iowa Department of Natural Resources
Clean Water State Revolving Fund
Bid Document Checklist

When bids are received and the Owner accepts a bid proposal, the Consultant prepares and submits to DNR a packet of documents. Required documents are listed below. Please submit the completed checklist with the bid document packet. When all the information is complete, DNR issues to the Owner a letter of concurrence in award, which also explains the amount of bid that is eligible for CWSRF reimbursement.

Date:

From:

CWSRF Project No.

The following documents are enclosed for review and approval prior to contract award:

Engineering Documents

Please note: DNR no longer requires the submission of as-bid plans and specs. Project managers may request them as needed.

- ☐ Tabulation of bids
- ☐ Engineer's written recommendation of award
- ☐ Engineering Services Agreement

Contractor Documents

- ☐ Successful bid and/or proposal loan recipient chooses to accept
- ☐ Any addenda not previously submitted and bidder acknowledgment of all addenda
- ☐ Attachment 1: Certification of Nonsegregated Facilities
- ☐ Attachment 2: Suspension and Debarment Certification
- ☐ Attachment 3: MBE/WBE/SBRA Solicitation
- ☐ Contract (if available)
- ☐ Bonds (if available)
- ☐ Notice to Proceed (if available)

***For more information, please contact Eunice Boyd at 515-725-0327 or
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